

HCSD Board Members:

Rose Apgar, Karen Boulas, Mark Brinthaup, Warren Conklin,
James Jacobus, Doug Johnson, Brian Lynch,
David Sadler, Pamela Strollo and Student Rep. Kate
Reasons and Alternate Danielle Fuller-Sincock

Central Administrative Team:

Ralph Marino, Jr., Ed.D., Superintendent
Judy Christiansen, Human Resources, Dir.
Kim Williams, Student Servs. Director
Jay Hillman, Secondary Ed. Director
Karen Bracy, Elementary Ed. Director
Katy Buzzetti, School Business Administrator

**HORSEHEADS CENTRAL SCHOOL DISTRICT
ANNUAL BOARD OF EDUCATION ORGANIZATIONAL MEETING
JULY 2, 2014, AT 6 P.M.
HIGH SCHOOL MULTI-MEDIA CENTER**

AGENDA

PLEDGE OF ALLEGIANCE

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| 1. OPENING OF MEETING | JUDY CHRISTIANSEN |
| 2. OATHS OF OFFICE--
(All newly elected Board Members, District
Clerk, Student Rep. to BOE, and Superintendent) | JUDY CHRISTIANSEN |
| 3. ELECTION OF BOARD PRESIDENT | PRESIDING OFFICER--
MARK BRINTHAUP
(SENIOR BOARD
MEMBER) |
| 3.1 NOMINATION(S) FOR BOE PRESIDENT | BOARD ACTION |
| 3.2 CLOSE NOMINATION(S) FOR BOE
 PRESIDENT | BOARD ACTION |
| 3.3 ELECTION OF BOARD PRESIDENT | BOARD ACTION |
| 3.4 OATH OF OFFICE | CANDY MAINE |
| 4. ELECTION OF BOARD VICE PRESIDENT | PRESIDING OFFICER:
NEWLY ELECTED BOARD
PRESIDENT |
| 4.1 NOMINATION(S) FOR BOE V-PRES. | BOARD ACTION |
| 4.2 CLOSE NOMINATION(S) FOR BOE
 VICE-PRESIDENT | BOARD ACTION |
| 4.3 ELECTION OF BOE VICE-PRESIDENT | BOARD ACTION |
| 4.4 OATH OF OFFICE | CANDY MAINE |

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| 5. APPOINTMENTS & OATHS OF OFFICE | BOARD PRESIDENT |
| 5.1. CLERK OF THE BOARD—CANDY MAINE | BOARD ACTION |
| 5.2 DEPUTY BOE CLERK—JUDY CHRISTIANSEN | BOARD ACTION |
| 5.2.1 OATH OF OFFICE | |
| 5.3 TREASURER—LINDA KLIEVONEIT | BOARD ACTION |
| 5.3.1 OATH OF OFFICE | |
| 5.4 DEPUTY TREASURER—MARTHA CLARK | BOARD ACTION |
| 5.5 TAX COLLECTOR—HILARIE DYER | BOARD ACTION |
| 5.5.1 OATH OF OFFICE | |
| 5.6 CLAIMS AUDITOR—MEGAN LEACH,
GST BOCES CBO AS THE ALTERNATE | BOARD ACTION |
| 5.7 CHIEF FACULTY COUNSELORS—KAREN DONAHUE,
RON HOLLOWAY, AND THOMAS MORRELL | BOARD ACTION |
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| 6. APPOINTMENTS | BOARD PRESIDENT |
| 6.1 DIRECTOR OF SCHOOL HEALTH SERVICES—
DR. RODRIGO T. SAMODAL, JR., OF GUTHRIE
CLINIC, LTD. | BOARD ACTION |
| 6.2 RECORDS RETENTION AND DISPOSITION
OFFICER--JUDY CHRISTIANSEN | BOARD ACTION |
| 6.3 TITLE IX COORDINATOR—JUDY CHRISTIANSEN | BOARD ACTION |
| 6.4 SECTION 504 COORDINATOR—KIM WILLIAMS | BOARD ACTION |
| 6.5 LEGAL COUNSEL--SAYLES, EVANS, ETAL.
AND HOGAN, SARZYNSKI, ETAL. (Retainer) | BOARD ACTION |
| 6.6 BOND COUNSEL—HISCOCK & BARCLAY | BOARD ACTION |
| 6.7 CENSUS ENUMERATOR—KIM WILLIAMS | BOARD ACTION |
| 6.8 BOARD OF REGISTRATION—CHEMUNG
COUNTY BOARD OF ELECTIONS (HILARIE
DYER AND JUDY CHRISTIANSEN, ALTERNATE) | BOARD ACTION |
| 6.9 INTERNAL AUDITOR—JULIE KEPHART
(ALTERNATE TST BOCES) | BOARD ACTION |
| 6.10 EXTERNAL AUDITORS—BONADIO GROUP | BOARD ACTION |
| 6.11 EXTRACURRICULAR FUND TREASURERS | BOARD ACTION |
| 6.11.1 HIGH SCHOOL—DEBBIE LANE | |
| 6.11.2 MIDDLE SCHOOL—ROSEMARIE RUTHERFORD | |
| 6.11.3 ATHLETICS—BILL FINNERTY | |
| 6.12 CASH ACCOUNT AUTHORIZED SIGNATURES—
KATY BUZZETTI, LINDA KLIEVONEIT, AND
AND MARTHA CLARK | BOARD ACTION |
| 6.13 PURCHASING AGENT—TERESA GOLDTHWAIT
AND GST BOCES CBO AS THE ALTERNATE | BOARD ACTION |
| 6.14 DISTRICT HEARING OFFICER—JUDY
CHRISTIANSEN AND ALTERNATES JAY
HILLMAN AND KAREN BRACY | BOARD ACTION |
| 6.15 DISTRICT'S HOMELESS LIAISON—
KIM WILLIAMS | BOARD ACTION |
| 6.16 BOARD DELEGATE FOR RESIDENCY
DETERMINATION—JUDY CHRISTIANSEN | BOARD ACTION |

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| 6.17 FINANCIAL CONSULTATION SERVICES—
FISCAL ADVISORS & MARKETING, INC. | BOARD ACTION |
| 6.18 DESIGNATED ASBESTOS REPRESENTATIVE--
MICHAEL COGLAN | BOARD ACTION |
| 6.19 DIGNITY ACT COORDINATOR—JUDY
CHRISTIANSEN | BOARD ACTION |
| 7. DESIGNATIONS: | BOARD PRESIDENT |
| 7.1 OFFICIAL NEWSPAPERS—STAR-GAZETTE
AND THE LEADER | BOARD ACTION |
| 7.2 OFFICIAL DEPOSITORIES FOR DISTRICT FUNDS—
CHEMUNG CANAL TRUST CO. AND JP MORGAN
CHASE BANK | BOARD ACTION |
| 7.3 CALENDARS: | INFORMATION ONLY |
| 7.3.1 PURCHASING CALENDAR 2014-15 | |
| 7.3.2 CALENDAR FOR 2015-16 BUDGET DEVELOPMENT | |
| 7.3.3 CALENDAR FOR 2015-16 BUDGET VOTE | |
| 7.4 ADOPTION OF ROTATIONAL LIST OF IMPARTIAL
HEARING OFFICERS AS PROVIDED BY SED | BOARD ACTION |
| 8. SCHOOL DISTRICT MEMBERSHIPS: | BOARD ACTION |
| 8.1 NEW YORK STATE SCHOOL BOARDS ASSOC. | |
| 8.2 CHEMUNG COUNTY CHAMBER OF COMMERCE | |
| 8.3 STATEWIDE SCHOOL FINANCE CONSORTIUM | |
| 8.4 RURAL SCHOOLS ASSOCIATION | |
| 8.5 THE STUDY COUNCIL AT SYRACUSE UNIVERSITY | |
| 9. BONDING OF PERSONNEL: | BOARD PRESIDENT |
| 9.1 SCHOOL TAX COLLECTOR (\$1 MILLION) | BOARD ACTION |
| 9.2 DISTRICT TREASURER (\$1 MILLION) | BOARD ACTION |
| 9.3 EXTRA-CURRICULAR CENTRAL TREASURERS
(\$1 MILLION) | BOARD ACTION |
| 9.4 SCHOOL BUSINESS EXECUTIVE AND
SUPERINTENDENT OF SCHOOLS (\$1 MILLION EACH) | BOARD ACTION |
| 10. AUTHORIZATION: | BOARD PRESIDENT |
| 10.1 OF PERSON TO CERTIFY PAYROLLS—
RALPH MARINO | BOARD ACTION |
| 10.2 OF SCHOOL PURCHASING AGENT—TERESA
GOLDTHWAIT (GST BOCES CBO AS THE
ALTERNATE) | BOARD ACTION |
| 10.3 OF ATTENDANCE AT CONFERENCES—BOARD OF
EDUCATION (for Supt.) AND KATY BUZZETTI | BOARD ACTION |
| 10.4 TO ESTABLISH PETTY CASH FUNDS--KATY
BUZZETTI AND LINDA KLIEVONEIT | BOARD ACTION |
| 10.5 TO DESIGNATE AUTHORIZED SIGNATURES ON
CHECKS—LINDA KLIEVONEIT (ALTERNATE
MARTHA CLARK) | BOARD ACTION |

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| 10.6 OF RALPH MARINO TO APPROVE
BUDGET TRANSFERS (\$10,000 OR LESS) | BOARD ACTION |
| 10.7 OF POSITIONS ENTITLED TO USE DISTRICT-
OWNED CELL PHONES AND CREDIT CARDS | BOARD ACTION |
| 11. DECLARATION OF ANY BOARD MEMBER
CONFLICTS OF INTEREST | BOARD MEMBERS |
| 12. DISTRIBUTION OF BOARD POLICY 2160 (SCHOOL
DISTRICT OFFICER AND EMPLOYEE CODE OF
ETHICS) AND DISTRIBUTION AND <u>SIGNATURE</u> OF
BOARD EXHIBIT 2111 (SCHOOL BOARD MEMBER
CODE OF CONDUCT) | BOARD PRESIDENT |
| 13. RESOLUTION DELEGATING POWER TO THE
PRESIDENT OF THE BOARD OF EDUCATION TO
AUTHORIZE THE ISSUANCE OF AND TO SELL
REVENUE ANTICIPATION NOTES OF THE HHCSO | BOARD ACTION |
| 14. RESOLUTION APPOINTING ALTERNATE OFFICIALS
TO EXECUTE OBLIGATIONS OF, AND TO
ATTEST TO, THE SEAL OF THE HHCSO | BOARD ACTION |
| 15. SUPERINTENDENT'S MEMBERSHIP IN NOT-FOR-
PROFIT AGENCIES | BOARD ACTION |
| 16. ANNUAL REVIEW OF BOARD POLICIES: STUDENT
CONDUCT, STUDENT DISCIPLINE, PURCHASING,
INVESTMENTS, AND BOARD MEMBER CONFLICT
OF INTEREST | BOARD ACTION |
| 17. BOE PROCESS TO FOLLOW FOR WRITTEN APPEALS
PERTAINING TO INSTRUCTIONAL ISSUES, AS PER
BOE POLICY AND REGULATION 1440: COMPLAINTS
ABOUT SCHOOL PERSONNEL | BOARD ACTION |
| 18. REAFFIRM APPROVAL OF BOARD POLICIES | BOARD ACTION |
| 19. REAFFIRM 2014-15 BOE MEETING SCHEDULE | BOARD ACTION |
| 20. ADJOURN TO REGULAR BUSINESS MEETING OF
THE BOARD. | |